

2011-2012 DRAMA, DEBATE AND FORENSICS



Handbook & Manual

- CODE OF ETHICS
- GENERAL RULES
- EVENT CATEGORIES
- PRE-TOURNAMENT FORMS



ASAA

ALASKA SCHOOL ACTIVITIES ASSOCIATION

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CODE OF ETHICS

The ASAA/First National Bank State Debate, Drama and Forensics Tournament is designed to promote intellectual growth through friendly competition and positive educational experiences and opportunities.

The goal for each participant and coach is to learn, to grow, to exercise and share skills and abilities in a courteous, polished manner.

All participants, observers, and coaches are expected to observe the general principles and concepts of:

- Ethical behavior
- Appropriate demeanor
- Proper decorum
- Honest and original best efforts
- Free interchange of ideas

The goals of the Alaska School Activities Association, Inc. in sponsoring competitive academic debating are:

1. To train students in analysis, reasoning, research, and evaluation in the techniques of mental discipline, evaluation of evidence, case construction, persuasive speaking and investigation of controversial and significant public issues.
2. To promote independent thinking, intellectual honesty and individuality.
3. To develop an appreciation for the basic mechanism of democracy.

The aims and responsibilities of a speech, drama and debate coach are to guide the intellectual development of the speakers to promote and provide opportunities for them to develop their skills; to engender good sportsmanship, fair play and individual integrity. The coach is not a speech writer, a researcher nor a case planner. The coach is primarily an educator and an administrator.

The following practices are considered unethical and pedagogically unsound and are not condoned:

- The distortion or falsification of evidence.
- The altering of material in interpretative events that is contrary to the author's intent.
- The writing of cases, speeches, and introductions by anyone other than the student himself or herself.
- The use of canned material in extemporaneous speaking.
- The use of emotional appeals without the evidence to support them.
- The diverting of attention from weakness in argument by unsupported attacks on the opponent.
- The breaching of normal courtesy by heckling, grimacing or loud whispering while the opponent is speaking or performing.
- The use of the same material in two different years by the same individual even if it is a different event.

The tournament director will not assume nor accept responsibility for any students. Therefore, coaches must supervise students at all times during the tournament.

TOURNAMENT OVERVIEW

TOURNAMENT DATE

The State Debate, Drama and Forensics Tournament shall be held annually.

TOURNAMENT DIRECTOR(S)

The tournament director(s) is/are approved by ASAA. The director, working through ASAA, is responsible for contacting all member schools and ensuring each school receives a copy of the rules and regulations. The director oversees all other phases of the tournament, such as setting the schedule, securing student timers, establishing committees set up to run the tournament, and operating the tournament in an educational and competitive manner.

PARTICIPATION

The state tournament is open to students enrolled in grades 9-12 at any ASAA member high school.

4A AND 1A-2A-3A DIVISIONS

While 4A and 1A-2A-3A division schools compete together, points accumulate separately.

COMPETITOR FEE

Each school is charged a competitor entry fee as determined by ASAA.

COMPETITIVE CATEGORIES

The following events are included in the annual State Tournament, and are judged by 1st, 2nd, 3rd and 4th place awards:

- Lincoln/Douglas Debate
- Policy Debate
- Public Forum Debate
- Original Oration
- Extemporaneous Speaking: Domestic & Foreign
- Extemporaneous Commentary
- Dramatic Interpretation
- Duo Interpretation
- Humorous Interpretation
- Expository Speaking
- Duet Acting
- Solo Acting
- Pantomime
- Readers' Theater

ELIGIBILITY

Entrants for the State Debate, Drama and Forensics Tournament must be students enrolled in grades 9-12, and must meet ASAA and school district eligibility standards.

All tournament competitors must be one of their school's top three (3) finishers, in at least two (2) competitions, in the events they have entered at State.

Competitors may enter one (1) to three (3) events. A competitor cannot enter the same event twice at the same State Tournament.

All students must qualify in EVERY event that they enter (i.e. Coaches may not place a student in any event, unless they have qualified).

Videotape and teleconference meets count as competitions. All other eligibility requirements apply.

A student may not use a cutting from a work of literature that the student used in an ASAA state competition, NFL district competition, or NFL national competition in any previous contest year. In addition, if a student performed a cutting from a piece of literature at three or more (cumulative) competitions in any previous season, the cutting is also disallowed. A student entered in two events at the ASAA State Tournament, may not use the same selection of literature in both events.

A school may repeat a piece for Reader's Theater with a one-year gap in between, provided the same students are not in the piece again.

All state, region and district rules on academic eligibility also apply. Other individual criteria for selecting which students compete at the the State Tournament should be at the discretion of the coach with the approval of the building principal. These standards may vary, but must be consistent within the building.

SCHOOL ENTRY LIMITS

Schools shall not enter more than the ASAA designated number of teams or individual(s) per event in the State Tournament. The maximum limits for all schools is:

- Three (3) entrants per category, except Reader's Theater and Extemporaneous categories, which are limited to two (2) entries.
- Debate limit is six (6) total.
- School maximum is 15 students.

DEBATE DEFINED

Policy debate shall be the Oregon-Oxford Cross-Ex style and shall use the National topic for that year designated by the National Forensic League (NFL). There shall be eight (8) minute constructive speeches with three (3) minute cross examination and five (5) minute rebuttals. Time cards shall be used and each debate must be timed. Each team will be given up to five (5) minutes total of preparation time to be used when needed in the debate.

Value debate shall use the Lincoln-Douglas format and shall use topics as indicated below:

- Sept. 1-Oct. 31: September/October NFL topic
- Nov. 1-Dec. 31: November/December NFL topic
- Jan. 1-Feb. 28 (29): January/February topic
- Mar. 1-April 30: March/April NFL topic

Time Limits are as follows:

- Affirmative Constructive 6 minutes
- Cross Examination. 3 minutes
- Negative Constructive. 7 minutes
- Cross Examination. 3 minutes
- First Affirmative Rebuttal. 4 minutes
- Negative Rebuttal 6 minutes
- Second Affirmative Rebuttal 3 minutes
- Preparation Time 5 minutes per debater

Public forum debate shall follow the official Ted Turner Public Forum Debate rules and format as established by the National Forensic League (NFL) and shall use the monthly topic designated by the NFL.

Time Limits are as follows:

- First Speaker. 4 minutes
- Second Speaker 4 minutes
- Crossfire. 3 minutes
- Third Speaker 4 minutes
- Fourth Speaker 4 minutes
- Corssfire. 3 minutes
- Summary 2 minutes
- Summary 2 minutes
- Grand Crossfire 3 minutes
- Final Focus 2 minutes
- Final Focus 2 minutes
- Preparation Time 2 minutes per team

TROPHIES AND MEDALS

The following trophies and medals for the State Tournament will be purchased by ASAA:

- 1st through 4th place individual medals for all events. 1st and 2nd place plaques for total over-all points in both 4A and 1A-2A-3A divisions.
- Sweepstakes trophies for Debate, Drama and Forensics in both 4A and 1A-2A-3A divisions.
- Academic Award to the school with the highest GPA in both 4A and 1A-2A-3A divisions. Schools must have at least three (3) participants to qualify.

- Sportsmanship Award in both divisions.
- Participation Certificates, and all official judging sheets in triplicate for all events.

PROTEST COMMITTEE

A protest committee shall form to resolve disputes arising during the State Tournament. The committee consists of the host school administration and two other visiting administrators approved by the Executive Director. The tournament director is the first level of protest; the committee is the second. Committee review of each infraction may result in disqualification. The protest committee is the final authority.

SEEDING

On the Official Entry Form, the coach must designate (rank) each competitor. Debate teams are ranked first by win/loss records, followed by team ranks, speaker points, and finally by the coach's discretion. Failure of the coach to honestly rank his/her team members could result in disqualification of that team or entrant.

DISQUALIFICATION

A competitor may be disqualified for a variety of reasons. A judge should check with the tournament director immediately after the round before a disqualification. The impact of this action falls into three categories to be determined by the tabulation room and/or protest committee depending upon the infraction.

Simple Disqualification: A competitor who inadvertently breaks a tournament rule while competing will receive a disqualification for that round of their event. This level of reprimand is used only in cases where, all things being equal, the competitor would not have disqualified in the normal course of presenting their event. An example is going over the event time limit. *Disqualification is only for the round in which the infraction occurred.* For tab purposes, a simple disqualification will be entered as a 6th speaker with 0 speaker points unless the DQ was the result of a "no show," in which case it will be entered as a 9th speaker with 0 points.

Event Disqualification: A competitor will be disqualified for an entire event if, while presenting in the event, they have broken a tournament event rule. Examples include: the piece presented in an interpretive event is not published; the competitor is competing with the same piece from a previous year; or the competitor uses the same piece in two events. *Disqualification is for the entire event in which the infraction occurred.*

Tournament Disqualification: A competitor may be disqualified from the entire tournament if s/he has made an egregious violation of ethic rules as outlined in the tournament handbook. This may include plagiarism, fal-

sification of evidence, or improper decorum other than which might be expected in a high school competition. Questioning a judge's decision may also result in a tournament disqualification.

The tabulation room determines Simple Disqualification. The Protest Committee determines Tournament and Event Disqualifications.

MANUAL AMENDMENTS

Amendments to this manual may only be made by an affirmative vote of a majority of coaches at the annual meeting, a teleconference vote, a vote conducted by email, or by written statewide ballot.

GENERAL RULES OF OPERATION

ENTRY DEADLINES ARE FINAL

No changes or additions may occur after the scheduled deadlines. All entries must be in the possession of the tournament director before deadlines, or they will not be accepted.

TABULATION ROOM

The State Tournament maintains closed tabulation rooms. Only persons designated by the tournament director are permitted in the tabulation rooms. An information desk should be available and staffed at all times.

RETURN OF BALLOTS

Judges return ballots to the tournament director or his/her designee at the tabulation room.

CHECKING BALLOTS

All rankings and ballots are made available to coaches before posting. Final results are posted, but are announced at the awards assembly.

Coaches may check drama and forensics ballots after round two.

PROTESTS AND APPEALS

A judge's decision may not be protested.

All protests of the application of rules, event judging and any other dispute arising over this competition must be directed to the tournament director on the approved Protest Form within thirty (30) minutes after results are posted. A written explanation stating reasons for the protest must be included. The tournament director's decision may be appealed to a Protest Committee consisting of the host school administrator-in-charge and two other visiting administrators or designees approved by the Executive Director. The Committee's decision is final and may result in disqualification of competitors.

JUDGES' DECISIONS ARE FINAL

A coach or participant may NOT approach or discuss with a judge any decisions or reasons for decisions.

Doing so will result in disqualification of the participant or school from the tournament, and all places, wins, etc., previously earned at the state tournament will be nullified. Coaches should instruct participants not to ask for a verbal critique.

STUDENTS ACCOMPANIED BY COACH

Students are not allowed to compete unless their coach is present at the tournament site. If an emergency arises, the coach must obtain approval from the tournament director to leave the competition site and must designate another adult to supervise his/her students.

COACHES NEEDED AS JUDGES

All coaches will be on call throughout the tournament to judge events and will be assigned judging at the beginning of the tournament.

EXTEMPORANEOUS PREP ROOM

An Extemporaneous Preparation Room is provided. The room should be large enough to accommodate all competitors comfortably. Competitors may not talk to one another while in the room and must remain in the room during preparation time.

STUDENT TIMERS

As necessary, each school provides students who are not currently in a competitive round to serve as timers.

JUDGES AS TIMERS

When no timer is available for an event, the judge will assume that responsibility.

USE OF PUBLISHED MATERIAL

All pieces used in Drama and Interpretive Events must be published by a third party and available to the public. The original materials must be made available upon request.

SCHEDULE CONFLICTS AND DISQUALIFICATION

If a speaker or performer does not appear as scheduled due to a scheduling conflict, that speaker or performer

has until after the last scheduled speaker of that event to start his/her presentation. Participants not appearing will be disqualified from the event. Participants or a coach should notify the judge of schedule conflicts. Except in extemporaneous events, participants and observers must remain for the entire round unless double entered.

SUBSTITUTIONS AND DISQUALIFICATION

No substitutions will be allowed for any competitor for any reason. If a competitor misses a round for any reason that person or team (debate, duo, reader' theatre) will receive a single disqualification for that round.

SECTIONING OF EVENTS

In each forensics and drama event, separate sections are scheduled if there are more than seven (7) entries for that event. No more than seven (7) students may compete in a preliminary or final round. Individual event speakers compete for three preliminary rounds, then advance to the final, based first on cumulative ranking from round placings. In case of a tie, the tab room will clean break. Ranking points are assigned 1,2,3,4, with all remaining students awarded a 5. Each round will be judged by at least one judge, although more may be used.

DISRUPTION

If a judge feels that circumstances beyond a performer's control seriously impaired his or her performance (for example, a fire alarm, loudspeaker announcement, etc.) the judge has the option to allow the performer to begin again. Judges should proctor the room to maintain a positive atmosphere.

LECTERNS

Local schools in the state tournament's host community will provide music stands for Reader's Theater.

REQUESTING A ROOM CHANGE

If a problem arises with surrounding noise or other distractions, a coach or judge may request a room change for the event.

RECORDERS

Any form of tape recorder or videotape recorder will be allowed in a round only with the verbal consent of all the round's participants.

DEBATE-OPEN FORUM

A debate round is considered an open forum, and flow charts may be taken by any audience member.

COACHING DURING EVENTS

Coaching during debates is prohibited. This includes all verbal and non-verbal signals by the coach to his/her team.

ENTERING AND LEAVING ROOMS

In all events, except Extemporaneous, participants in each round must remain in the room, unless double-entered.

TIME LIMITS

A competitor's time must be recorded on the ballot in rounds where a timer is required. The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

ELECTRONIC RETRIEVAL DEVICES

No electronic retrieval devices are allowed during a round of competition. A round of competition is defined as from the time the 1st speaker begins until the last speaker concludes. In extemporaneous events this is defined as the start of extemp draw until the competitor's speech concludes.

EVENT CATEGORIES

POLICY DEBATE

Oregon-Oxford cross examination debate format includes four 8-minute constructive cases, four 3-minute cross examinations, and four 5-minute individual rebuttals. The national high school debate topic will be used.

LINCOLN-DOUGLAS DEBATE

Format includes one 6-minute affirmative constructive, one 7-minute negative constructive, two 3-minute cross-examinations, one 4-minute affirmative rebuttal, one 3-minute affirmative rebuttal, and one 6-minute negative rebuttal. The National Forensic League (NFL) value topic for that time period is used.

PUBLIC FORUM DEBATE

The Ted Turner Public Forum Debate format includes four 4-minute constructives, three 3-minute crossfires, two 2-minute summaries, and two 2-minute final focuses. The National Forensic League public forum debate topic for that time period is used.

ORIGINAL ORATION

Eight (8) to ten (10) minutes. The content of the speech must be original. The thesis should advocate a change from the status quo. The current debate subject may not be used. No audio-visual aids will be allowed. A manuscript must be given to the tournament director before competition. A different oration is required at each state competition. **NO NOTES ARE ALLOWED.** Not more than 150 words of the oration may be direct quotation from any other speech or writing and such quotations shall be identified in a typewritten copy of the oration supplied at registration. Extensive paraphrasing from other sources is prohibited.

EXTEMPORANEOUS - ALL

Schools may enter up to two (2) students in each extemporaneous category (foreign, domestic, and commentary) for a maximum of six (6) entries for the three events combined.

EXTEMPORANEOUS SPEAKING - FOREIGN AND DOMESTIC

Five (5) to seven (7) minutes. Current national and international topics are selected. The contestant draws three (3) topics, selects one (1), and has thirty (30) minutes to prepare in a monitored area. Only contestants are permitted in the area and contestants may not go elsewhere to prepare, nor talk to each other during the preparation time. **NO NOTES ARE ALLOWED.** No magazines may be carried to the lectern.

No previously prepared manuscripts may be used. In accordance with the NFL rules, both foreign and domestic extemporaneous will be offered.

EXTEMPORANEOUS COMMENTARY

Two (2) to five (5) minutes. Current national and international topics are selected. The contestant draws three (3) topics, selects one and has twenty (20) minutes to prepare in a monitored area. Only contestants are permitted in the area and contestants may not go elsewhere to prepare, nor talk to each other during the preparation time. The commentary must be delivered seated behind a table or desk. **NO NOTES ARE ALLOWED.**

EXPOSITORY SPEAKING

Six (6) to eight (8) minutes. This category requires an original, factual speech fulfilling the general end of informing the audience. Visual aids and audio clips not to exceed 30 seconds of the total speech may or may not be used to supplement or reinforce the message. **NO NOTES ARE ALLOWED.** The speech must be the original work of the student. The speech must not have been used in competition prior to the current year. A manuscript must be submitted to the tournament director before competition begins.

READERS' THEATRE

Twelve (12) minutes maximum. A group presentation in which an open script must be used, either in hand or on a lectern. Selections used in the contests shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. A readers' theater script may be a compilation of cuttings from multiple sources.

Adaptations may be for the purpose of continuity only. During the presentation the group must name the author and book or magazine from which the cutting was made.

Only tournament attire is allowed. Different styles exist for Readers' Theater. Do not penalize competitors for their choice of presentation style. Readers may move no further than three (3) feet from their original position. Readers may not touch each other. Sound effects are limited to those sounds that performers may make with their own bodies, scripts or stands. No props may be used.

DRAMATIC INTERPRETATION

Ten (10) minutes maximum. Selections used in the contests shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded

material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. Monologues are acceptable. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in a performance. No physical objects or costumes may be used. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 3 foot-by-3 foot box during the entire interpretation.

PANTOMIME

Eight (8) minutes maximum. Prepared presentation may include recorded instrumental music but no other sound effects or vocalization. Must not be an impersonation. Makeup and costuming are allowed, but not required. One chair per performer is the only prop allowed.

HUMOROUS INTERPRETATION

Ten (10) minutes maximum. Selections used in the contests shall be cuttings from published, printed novels, short stories, plays or poetry. Recorded material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. Monologues are acceptable. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in performance. No physical objects or costumes may be used. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 3 foot-by-3 foot box during the entire interpretation.

DUET ACTING

Ten (10) minutes maximum. Two people only. It must be a cutting from a play or screen play. Blocking is necessary. A minimum of props is allowed, but no costumes or makeup may be used. One table and two chairs must be provided for the actors. Each performer in an acting event must maintain portrayal of only one character, who may suggest other characters within the narrative.

SOLO ACTING

Eight (8) minutes maximum. It must be a cutting from a play or screen play. Blocking is necessary. A minimum

of props is allowed, but no costumes or makeup may be used. One table and one chair must be provided for the actor. Each performer in an acting event must maintain portrayal of only one character, who may suggest other characters within the narrative.

DUO INTERPRETATION

Ten (10) minutes maximum. Two (2) person performance. Selections used in the contest shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in the performance. No physical objects or costumes may be used. This is a contest in interpretation.

Performers will use off-stage focus. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 6 foot-by-6 foot box during the entire interpretation.

DEBATE GUIDELINES & RULES

DEBATE EVIDENCE RULES

PRESENTATION OF EVIDENCE — Debaters may use evidence gathered from lecture, pamphlet, electronic media, or other source if the tape, transcript, or published proof is submitted within 30 minutes of request.

FALSIFICATION OF EVIDENCE — There are several types of falsification of evidence:

1. Deliberately making up a whole quotation.
2. Providing the wrong year or the wrong source, or glorifying the source.
3. Leaving words out of the original or taking the evidence out of context.

Note: Misconstruing evidence is not falsification

Judges have the right to inspect evidence cards. If a team makes falsification charges, that team must have proof for those charges. They cannot make the charge just because they think it happened. If falsification has been charged in a debate round, and if so instructed by the judge, the challenged team has one-half hour after the debate round ends to produce the original source. If the support is not offered within the half hour, the challenged team is disqualified from the tournament. The judge should take action only if falsification has been raised as an issue by the opposing team. If the charge has been wrongly made, the team making the charges will face the same penalty as if they did the falsification themselves. Falsification of evidence charges should be made immediately when the debate is over and not during the debate.

If debaters in CX, LD, or PF meet for a second time in the same tournament, they *MUST* reverse sides.

DEBATE PAIRING GUIDELINES - PRELIMINARY

All teams entered are guaranteed five (5) rounds of debate. Affirmative and negative sides will be as equally divided as possible. Neither coaches nor debaters will know the results of the first two preliminary rounds until the conclusion of a second round. All coaches are then allowed to check ballots and postings before the fourth and fifth can be posted. The last three (3) rounds will be power matched within brackets. At the conclusion of the fifth round, eight (8) teams will be selected for a quarter-final round.

A blind draw will be used for pairings in debate rounds one (1), and two (2). All teams will be registered on

color-coded cards indicating geographical regions of the state; teams from the same region may not meet each other during the first two (2) rounds, so two (2) cards with the same color may not be selected. To determine positions for round one, the cards are shuffled, a person assisting the tournament director draws half of the cards, one-by-one for affirmative positions. The remaining cards are reshuffled and dealt out as negative. Starting with third round, the registration cards of the teams which have had more negative debates are placed on the left. The cards of the teams with more affirmatives are placed on the right. Any with an equal number of both are to be held back and used to even up the shorter list. If the stacks are still uneven, cards must be moved from the longer side to the shorter side by lot.

The cards on the left are affirmative. The other stack of cards should be shuffled and dealt in sequence opposite the affirmative cards. That will be the pairings unless it is necessary to shift some teams to avoid:

1. The meeting of teams from the same school.
2. The meeting of teams which have previously met in the tournament.
3. The meeting of the top three (3) teams from each region, if possible. In the first five (5) rounds, if there is an uneven number of teams, the byes will be given to a different school in each round.

Beginning with the third round, bracket pairing are employed. All of the teams in the tournament are ranked on the basis of their win-loss record and speaker points. The tournament director divides the teams into brackets based on win-loss record, then matches the strongest against weakest within the bracket. If there is an odd number of teams in the bracket, the middle team in each bracket meets the middle team in the next lower bracket. The cards should be arranged according to win-loss brackets: all teams with the same win-loss record in the same bracket, ranked according to total speaker points. The card for the highest team is laid out first, and beside it the card for the lowest team in that bracket. This process continues until the card for the middle team is matched with the middle team from the next lowest bracket. The same method is used for correcting undesirable pairings; the top team may have to be paired against the next to last team in the bracket in order to get a pairing that works.

DEBATE TEAM ADVANCEMENT

If there are twelve (12) or fewer debate teams entered in any debate event, the Tournament Director shall break four (4) teams directly to the Semi-Final round. If there are six (6) or fewer debate teams entered in any debate event, the Tournament Director shall break two (2) teams directly to the Final round. Those teams dropped at the break to out rounds do not receive awards for placement nor are entitled to Sweepstakes Points.

DEBATE QUARTER-FINALS

In quarter-finals for debate, the following procedures are followed: the top eight (8) meet in the quarter-final round. Power protecting is employed so that team one (1) meets team eight (8), team two (2) meets team seven (7), team three (3) meets team six (6), and team four (4) meets team five (5). These are the pairings unless it is necessary to shift some teams to avoid:

1. First priority: teams from the same school.
2. Second priority: the meeting of teams which have previously met in the tournament.

Quarter-final is a sudden death round with the losers being declared fourth place finishers in the tournament. At the end of the seventh round of debating, the number one (1) team debates the number four (4) team, and the number two (2) team debates the number three (3) team. These are the pairings unless it is necessary to shift some teams to avoid:

1. First priority: teams from the same school.
2. Second priority: the meeting of teams which have previously met in the tournament.

The losers of these debates are declared the third place teams, and then the number one (1) and two (2) teams debate for first and second place.

Numbers for seeding purposes will be based upon (in this order):

1. Win-loss record.
2. The total ranks received by the team in the previous rounds of debating.
3. The total number of speaker points received by the team in the previous rounds of debating.
4. As a final tie breaker, if the two (2) teams in question have debated each other previously, the team that won that round is the overall winner.

5. In the remote possibility that there was a tie in the first three (3) determiners, and the two teams have not met in tournament competition, there will be a debate off to determine finish position.

Each team should have an equal, or near equal number of affirmative and negative rounds.

If it is necessary for two (2) teams to meet for a third time, side sequence alteration should be the number one priority. If both teams are due to uphold the same side, the debate committee should make arrangements for a coin flip or blind draw to determine the affirmative team.

BYES

There will be no byes in the quarter-final, semi-final or final rounds of debate.

A bye will not count as a loss; it will count as a win, and that team receives the average of its rank and speakers points from its preliminary debates in the tournament.

TEAM INTEGRITY

A Policy or Public Forum Debate team consists of two students debating both sides of the question. LD requires one student debating both sides. No substitution is permitted after the start of the first round. If a debater gets sick for a single round, it will be treated as a "no show."

OTHER RULES & GUIDELINES

EXTEMPORANEOUS TOPICS

National Forensics League topics may be used or topics may be formed by the tournament director in compliance with topics rules. Draw times are not posted on Extemporaneous Draw postings.

RULES AND GUIDELINES FOR SELECTION OF JUDGES

- **“Coaches should not judge final rounds.”**
- It is preferred that no judge shall judge the same individual event twice in the tournament.
- It is preferred that no debate judge shall judge more than one of each quarter, semi or final round in each type of debate.
- A debate judge may not judge a team if he/she has already judged that team on that side at the tournament.
- There is one judge in each debate preliminary round.
- There are three (3) judges in each quarter-final and semi-final round.
- There are three (3) or five (5) judges in each final round.
- No judge shall have participated in high school debate, drama or forensics in the previous year.
- In individual events there will be the same number of judges in each preliminary round.
- Parents of current competitors in any event shall not judge unless that person is a coach.

RANKING INDIVIDUAL EVENTS

In individual events, the judges rank students 1, 2, 3, 4, and all remaining students are ranked 5.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second “grace period.” If the judges in the round agree that the student has gone beyond the “grace period,” the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge’s discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

An introduction is considered part of the speech or presentation and must be timed as well.

Timers must be provided for all preliminary rounds. The only events which will be timed after preliminary rounds are Debate and Extemporaneous Speaking.

GUIDELINES FOR CODING STUDENTS

Each individual is assigned a code for every event entered.

1. School number code (2 digit)
2. Letter code for each event, as indicated below:
 - X: Policy Debate
 - L: Lincoln Douglas Debate
 - M: Public Forum Debate
 - F: Foreign Extemporaneous
 - U: United States Extemporaneous
 - E: Expository Speaking
 - Y: Original Oration
 - D: Dramatic Interpretation
 - H: Humorous Interpretation
 - C: Extemporaneous Commentary
 - P: Pantomime
 - S: Solo Acting
 - A: Duet Acting
 - T: Reader’s Theatre
 - B: Duo Interpretation
3. Alpha number from team (two digits)

EXAMPLE:

South High School: School code: 33

Mary Smith is Alpha number 12

Mary’s code in Oration would be: 33Y12.

If entered in Solo, her code would be 33S12.

Two-person event codes contain the Alpha numbers for both students, i.e. 33B04-17

4. Reader’s Theatre is numbered 01 and 02 for that event only.

SWEEPSTAKES POINTS

Points toward school sweepstakes are computed in the following ways:

READERS’ THEATRE:

1st12 points

2nd10 points

3rd 8 points

4th 6 points

POLICY, LINCOLN/DOUGLAS AND PUBLIC FORUM DEBATE:

1st15 points

2nd13 points

3rd11 points

4th 9 points

FORENSICS AND DRAMA:

1st9 points

2nd7 points

3rd5 points

4th3 points

Finalist 1 point

YOUR NOTES

ELECTRONIC ELIGIBILITY REGISTRATION (EER)

Schools may no longer submit student eligibility information using the Master Eligibility List Form. All student eligibility information must be reported electronically using the Electronic Eligibility Registration (EER) at www.asaaeligibility.org. Each member school's principal has been assigned a unique user ID and password for entry into the Electronic Eligibility Registration (EER) and reporting violations of the TAD Policy.

- Principal may put a sub user on by entering the system with his/her ID and password.
- Sub user than will receive a username and password in his/her email from support@asaaeligibility.org
- Sub user accounts will not be able to access the TAD Violation reporting.

**For information and help concerning the reporting of student on the EER contact:
Teresa Johnson - teresaj@asaa.org, Michelle Lyle - office@asaa.org, or call 907-563-3723.**

Before placing a student's name on the Electronic Eligibility Registration (EER) - please verify the student's eligibility based on the following criteria. **If the student is not eligible, do not include them on the EER.**

AGE

- If student is 19 years of age on or before August 1, 2011, student is INELIGIBLE.

MAXIMUM PARTICIPATION

- If previously participated in four seasons or a specific activity, student is INELIGIBLE FOR THAT ACTIVITY.
- If first enrolled in 9th grade prior to the 2007-08 school year, student is INELIGIBLE.

ACADEMIC - *In order to be eligible, a student must:*

- (except for first semester freshmen) have passed at least five (5) semester units of credit* or the equivalent during the previous semester, with an overall 2.0 GPA for the semester. Students who passed the required number of classes but who did not maintain an overall 2.0 GPA during the previous semester may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA with in the school's grading system, and
- be enrolled in at least five (5) semester units of credit* or the equivalent during the current semester and maintain overall 2.0 GPA for the semester. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system.

* Note: Seniors on track to graduate and who have passed all parts of the High School Graduation Qualifying Exam (HSGQE) when required must take at least four (4) semester units of credit or the equivalent.

- Student did not meet academic requirements, school may submit the Waiver Request Form.

TRANSFER STUDENT FORMS

BONA FIDE CHANGE OF RESIDENCE FORM (Pg. 197 of Handbook)

The following pertains to students who are transferring from one school to another:

- If the student transfers along with a bona fide change of address* of parents to the new school's attendance area-**ELIGIBLE**.
* Bona fide change of address means the moving of the permanent residence of the entire family of the student and his/her parents or guardians (or other person with whom the student has resided for a period of time approved by the Association) from one school's attendance area into another school's attendance area prior to a change in enrollment of the student. Schools must verify that a bona fide change of residence has occurred and must report this to the Association by submitting the Bona Fide change of Residence Form, before the student is allowed to participate. (This form will not be returned to the school).

- Students changing schools during a sports season**- **INELIGIBLE IN THAT SPORT AT THE NEW SCHOOL.**

** A Student may represent only one member school during a respective sport season. A student who participates in a sport at one school and who subsequently transfers to another school will not be eligible in that sport for the remainder of the current season.

TRANSFER RULE WAIVER REQUEST FORM (Pg. 195 of Handbook)

If the student transfers to the new school's attendance area without a bona fide change of residence of parents-**INELIGIBLE** without a waiver. **SEE ARTICLE 13**

FOREIGN EXCHANGE/INTERNATIONAL STUDENT REGISTRATION IN ALASKA FORM (Pg. 184 of Handbook)

- Foreign Exchange Student **SEE ARTICLE 13**

ALASKA STUDENT FOREIGN EXCHANGE AND TRAVEL PROGRAM WAIVER FORM (Pg. 183 of Handbook)

- Alaska Students Involved in Exchange/Travel Programs: **SEE ARTICLE 13**

FORMS ARE NOT NEEDED FOR:

1. New ninth grader entering your school
2. Student who was on correspondence or attending a charter school within your district and had not chosen another school of eligibility to participate in (but could have chosen your school).

TOBACCO, ALCOHOL AND CONTROLLED SUBSTANCES (TAD) POLICY

In order to ensure adoption of tobacco, alcohol and controlled substances use policies by member schools and districts, ASAA requires that member schools and districts adopt the following policy. This is intended to set forth minimum restrictions and penalties, subject to greater or additional restrictions or penalties which may be adopted by member schools or school districts.

- 1. Prohibited Conduct:** The possession, distribution or use of any tobacco products, alcohol and controlled substances by a student-athlete or activity participant, whether it occurs on or off school property, is prohibited and shall result in the penalties set forth herein.
- 2. Time Period During Which Policy Applies:** The policy in this section applies to any student who is participating or has participated in interscholastic activities starting from the student's first participation in interscholastic activities, including formal practices which precede interscholastic competition after the initial signing of the *Student/Parent/Legal Guardian (TAD) Acknowledgement Form*, at any ASAA member school, and continuing until the student graduates from high school. This policy applies during "calendar days" as defined in this section. The policy first goes into effect on July 28, 2008 for students playing football, football cheerleading and tennis.
- 3. Educational Component:** The educational component is a critical part of the policy and is comprised of four parts; *Pre-Participation Orientation, First Offense, Second Offense, and Third Offense*. ASAA will provide the first three parts of this component to member schools on DVD and through the ASAA website. An overview of each part is included under Section 10. Definitions.
- 4. Cumulative and Progressive Penalties:** Violations of this policy will be cumulative and progressive, as described in the following paragraph, throughout a student's high school years. If a student transfers from one ASAA member school to another ASAA member school, the student's cumulative violations will accompany such transfer and shall be the basis for any additional penalties should further violations occur.
- 5. Minimum Penalties for Violation of this Policy:** Minimum penalties for violations of this policy are:
 - First Offense** The student will be suspended from interscholastic activities and practice for 10 (ten) calendar days (as defined in Section 10). Fifty (50) percent of the suspension will be forgiven and the student may return to practice if the student and parent/guardian complete the *First Offense* educational component.

For tobacco use, if a student under the First Offense Penalty violates the Tobacco Rule within the 10 (ten) calendar day period of suspension, the student's period of suspension will start over again; the First Offense educational component will become mandatory, and no forgiveness will be granted. This process will continue until the student has demonstrated 10 (ten) calendar days without a subsequent tobacco violation. A student who has not completed a suspension or re-suspension under the first Offense Penalty for violation of the Tobacco Rule does not become subject to imposition of penalties under a Second, Third or Fourth Offense for violation of the Tobacco Rule, until the student has completed all suspensions and re-suspensions under the First Offense Penalty for tobacco use. A student serving a First Offense Penalty under the Tobacco Rule is, however, subject to immediate imposition of a Second Offense Penalty to the extent this is based upon violation of the non-tobacco prohibitions under this Policy.

Second Offense The student will be suspended from interscholastic activities and practice for forty-five (45) calendar days. Both the student and parent/guardian must complete the Second Offense educational component prior to the student's return to competition and there will be no forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Second Offense educational component. A student may need additional days of practice before returning to competition (See Article 7, Section 5).

Third Offense The student will be suspended from interscholastic activities and practice for one (1) calendar year. Both the student and parent/guardian must complete the Third Offense educational component prior to the student's return to competition and there will be no

forgiveness of calendar days of suspension. While under the period of suspension, the student may return to practice after completion of the Third Offense educational component. A student may need additional days of practice before returning to competition. (See Article 7, Section 5).

Fourth Offense The student's privilege to participate in interscholastic activities and practice is revoked for the remainder of the student's high school years.

These are minimum penalties which may be increased by the member school or member school district, based upon (1) the nature of the violation, (2) the extent to which it occurs on school property or during school activities, and (3) the extent to which it arises in the context of the student's participation in interscholastic activities. Penalties shall be imposed beginning on the first calendar day following a determination that a violation has occurred, except to the extent a school's appeals policy permits a student to continue to participate pending final determination of any appeal filed by the student under such policy. In such case, penalties shall be imposed on the first calendar day following a determination on appeal that a violation has occurred. A student shall be considered ineligible during each calendar day in which a penalty is imposed.

6. Determination of Violations: In implementing this policy, it will be the member school's responsibility to determine the nature and extent of a violation, to impose and enforce any penalty, to report each violation to ASAA on a standardized form, and to maintain records of all violations by each student occurring after the student's first participation in interscholastic activities. A member school's determination that a violation has occurred and its imposition of penalty may not be appealed to ASAA. If a member school or member school district reverses a determination of violation, it shall promptly notify ASAA of such reversal.

Violations and penalties are to be based upon noncompliance with the policy by the student participant, by the student's parents/legal guardians, or both, provided however, that where a violation is based solely upon action or inaction of the parent or legal guardian and not of the student participant, under circumstances completely beyond the control of the student and where it would be manifestly unfair to disqualify the student on this ground, the member school may, at its discretion, withhold imposition of a penalty against the student.

7. Violations Reported to ASAA and Confidentiality Requirement: After determining that a violation has occurred, the member school shall report the violation to ASAA on the required form. ASAA will provide a School Report of Violation Form to member schools and districts. Member schools and districts must report to ASAA a violation of this policy within 3 calendar days of determination that such violation has occurred. A report of violation must show all violations which occurred at the member school or district and the dates thereof, including the specific basis upon which a determination of violation was made. It is ASAA's intention to maintain the confidentiality of all such reports. As such, information concerning a student's previous violations will be disclosed by ASAA only to an administrator of the member school which the student is attending. A school administrator to whom such information has been disclosed may exercise discretion to provide such confidential information as is appropriate to the student's coach or other activity administrator, but only to the extent that such information is provided in a good faith effort to prevent violations and to assist the student in maintaining a lifestyle free of tobacco, alcohol and controlled substance use, and to maintain eligibility to participate in interscholastic activities. An administrator who provides any confidential information to a student's coach or other activity supervisor shall assure that such person will use the information only in communications with the student and shall otherwise maintain strict confidentiality of the information. ASAA's records of violation shall be made available to the student and/or the student's parent or legal guardian upon written request.

8. Student and Parent/Guardian Acknowledgement: ASAA will provide a Student/Parent/Legal Guardian TAD Acknowledgement Form to member schools and districts. The form will explain the policies of this section and penalties for violations. The form must be signed by the student and the student's parent or legal guardian, and requires that the student and parent or legal guardian acknowledge that they have read and understand the terms of the policy, including the potential penalties for violations, and that it requires the school to report such violations to ASAA. The form will require that the student and parent or legal guardian agree to be bound by these terms. Prior to each season in which a student participates in interscholastic activities, a copy of the signed form must be returned to the school before the student is permitted to participate. Member schools shall keep a copy of the signed forms on file.

9. Students Emancipated by Age or Marriage: The requirements in this policy that a parent or legal guardian sign the Student/Parent/Legal Guardian TAD Acknowledgement Form and that require that a student's parent or guardian participate in the Pre-participation Orientation or in mandatory education arising from an offense do not apply to a student who has obtained the age of 18 (eighteen) years, or who becomes married if the student has reached the age of 16 (sixteen).

10. Definitions: As used in this section, terms are defined as follows:

Calendar Days – Each day, including weekends and holidays, during the member school’s school year. Additionally, if a student participates in any interscholastic activity, including practice, outside of the school year, then the entire period of such participation, including intervening weekends and holidays, counts as calendar days for such student.

Controlled Substance – Any substance appearing on the list of Controlled Substances identified by the federal Office of the Drug Enforcement Administration or as set forth in 21 U.S.C. Section 812, unless the student’s usage of such substance is consistent with a physician’s prescription for the student’s usage. The DEA list of Controlled Substances appears on its internet website at www.deadiversion.usdoj.gov/schedules/schedules.htm. ASAA will, on at least an annual basis, provide member schools with an updated List of Controlled Substances; however, for purposes of ASAA’s policy, the current list maintained by the DEA is controlling.

Report to ASAA – Transmission of reporting form to ASAA by facsimile (fax) within the reporting period, or telephonic reporting of violation within reporting period followed by mailing of reporting form. ASAA may adopt an electronic reporting form.

Suspension – As defined in Article 5, Section 1 (A) (6) of ASAA bylaws.

Educational Component – A series of DVD’s, software and web based training programs and counseling ranging from a pre-participation orientation session to remedial programs for first through third time offenders. These are designed to keep students in school, teach them responsibility, educate them and their parents/guardians on new behaviors and lifestyles, instill accountability, exemplify teamwork, teach positive decision making skills, and keep students eligible for interscholastic activities.

An overview of each part follows:

Pre-Participation Orientation: The Orientation is required of all student participants prior to each season of participation, and of a parent/guardian annually, before the student is eligible to participate. This session is a short informative presentation designed to encourage students to maintain a chemical-free lifestyle, and to ensure that students and parents/guardians understand the policy and the consequences for violation. Upon completion of the Orientation, the student and parent/guardian must sign the Student/Parent/Legal Guardian TAD Acknowledgement Form as stated in B. 2. above for the student to gain eligibility. Schools will affirm that this has happened by marking the designated field on the Master Eligibility List.

First Offense: This optional session for students who have committed a First Offense is designed to educate students and their parents/legal guardians on how to make positive decisions that will instill accountability and new behaviors in the students. Upon successful completion of this part by both the student and parent/guardian, 50% of a student’s suspension from activities will be forgiven. Students completing the First Offense component may return to practice prior to the completion of the period of suspension.

Repeat violations of the Tobacco Rule during the 10 (ten) calendar days of suspension will result in mandatory participation in the First Offense educational component prior to returning to competition. For repeat violations of the Tobacco Rule only, the Second Offense penalties, if based on violations of the Tobacco Rule, will not be imposed unless there is a repeat violation of the Tobacco Rule after the student has completed all suspensions and re-suspensions under the First Offense.

Second Offense: This required session for students who have committed a Second Offense as well as their parents/guardians, must be completed before a student regains eligibility. It is more in-depth than is presented in First Offense. Students completing the Second Offense component may return to practice prior to the completion of the period of suspension. There is no forgiveness of mandatory suspension and students returning to play after this offense may need additional days of practice prior to competition.

Third Offense: Students who violate this policy for a third time have a significant problem. This required session for students who have committed a Third Offense under the rule and wish to regain their eligibility, will target the specific at-risk behaviors and may involve multiple agencies. There is no forgiveness of mandatory suspension. Students completing the Third Offense component may return to practice prior to the completion of the period of suspension.



DDF Tournament Manual

2011
2012

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TOURNAMENT TIMELINE

APRIL-MAY PRIOR SCHOOL YEAR

- Recruit Tournament Committee of Coaches (TC)

FALL SEMESTER

- Recruit Tournament Director (TD)
- Set Host School
- Budget established with ASAA

JANUARY - First Week

- TD meet with host school and coach and principal to settle time and space requirements, etc.
- Recruit paid judge procurer.
- Send First DDF State Tournament Bulletin, along with Master Eligibility, Code of Conduct, Academic Award, DDF Official Entry and DDF Roster forms to all ASAA schools.
- Begin procuring judges.
- Check all medals and plaques.

4 WEEKS PRIOR

- Make judging folders for all events.

3 WEEKS PRIOR

- DDF Entry Form and DDF Roster Form due to ASAA
- TD determines total number of contestants in each event based on Entry Form.
- Figure exact number of judges and rooms and sections needed.
- Determine and request the number of music stands needed
- Enter all into computer and assign codes
- Obtain Extemporaneous Commentary Topics

2 WEEKS PRIOR

- Make Extemporaneous envelopes
- Assign coach judging
- Make team packets
- Send code list of entrants in each event to committees.
- Verify with host school that the building will be open and rooms clean throughout the tournament.

1 WEEK PRIOR

- Master Eligibility, Code of Conduct, and Academic Award forms due to ASAA.
- Final meeting with host school
- Final check on music stands, Extemporaneous topics and envelopes

TOURNAMENT CHECKLIST

Use the following checklist when organizing key aspects of the State Tournament.

JOBS FOR VOLUNTEERS

The following positions must be filled by volunteers or paid personnel:

- Information desk persons
- "Runner" persons
- Making judging folders
- Timing assigners
- Extemporaneous Room proctor

Final rounds of each event should be scheduled in large rooms. A proctor shall introduce students by code number and the judges. After the round, when the judges leave the room, the proctor will introduce each student by name and school.

PAIRING INDIVIDUAL EVENTS:

- Obtain the number of entries in each event and determine the number of sections needed for each event.
- Decide which individual events are in tiers A & B with four (4) in A and six (6) in B (excluding Reader's Theatre and both Extemporaneous events).
- Assign rooms to sections.

USING THE IE CARDS

- Set up Individual Events sections so that number one (1), number two (2) and number three (3) seeds are equally distributed and so that no school has more than one (1) competitor in a section unless it is unavoidable.

- No students will compete against the same people in the two (2) preliminary rounds unless it is unavoidable.

AWARDS CEREMONY

- Decorate the stage nicely so that this is a formal ceremony. Work with the host school to do this. Perhaps some greenery or flowers and focused lighting would help.
- Arrange medals and plaques in a pleasing way.
- In each event, call all finalists to the stage and then announce winners.

MATERIALS NEEDED

The following items must be secured for smooth operation of the tournament:

- Music stands
- Stop watches
- Ballots
- Calculators
- Computers
- Individual Event cards
- Debate Pairing cards
- Time cards
- Tables and chairs for Solo Acting, Duet Acting and Pantomime

TOURNAMENT CHECKLIST CONTINUED

SCHOOL PACKETS

Packets given to participating schools should include:

- Master list of competitors' codes
- Master list of prearranged event rounds
- Set of maps/parking instructions
- Set of time schedules
- Coaches judging schedule
- Where to address problems
- Location of Extemp. Prep rooms
- Location of Coaches Lounge

MEDALS TO ORDER

Be sure to order the following medals and award well enough in advance:

- Policy Debate
 - 2 - 1st Place
 - 2 - 2nd Place
 - 4 - 3rd Place
 - 8 - 4th Place
- Lincoln-Douglas Debate
 - 1 - 1st Place
 - 1 - 2nd Place
 - 2 - 3rd Place
 - 4 - 4th Place
- Public Forum Debate
 - 2 - 1st Place
 - 2 - 2nd Place
 - 4 - 3rd Place
 - 8 - 4th Place

- Duet Acting and Duo Interpretation
 - 2 - 1st Place
 - 2 - 2nd Place
 - 2 - 3rd Place
 - 2 - 4th Place
- Reader's Theatre
 - 4 - 1st Place
 - 4 - 2nd Place
 - 4 - 3rd Place
 - 4 - 4th Place
- All Other Categories
 - 1 - 1st Place
 - 1 - 2nd Place
 - 1 - 3rd Place
 - 1 - 4th Place

BALLOT CHECKER'S CHECKLIST

This checklist outlines procedures for checking judge's ballots. Distribute this checklist to all ballot checkers.

Hold the judge until the ballot is checked.

DEBATE BALLOTS

- Check that the ballot is completely filled out.
- Check the speaker points.
- Be sure the winner's identification matches numbers on the ballot and their Affirmative/Negative assignment.
- Be sure the ballot is signed.

INDIVIDUAL EVENTS

- Check that the front cover is completely filled out.
- Be sure the ballot is signed.
- Check that no rankings are tied (1, 2, 3, 4, 5, 6, 7).
- Check that the individual ballots match the cover (If not, have the judge fix it).
- If a DISQUALIFICATION has been made:
 - Notify the director at once.
 - Determine the nature of the disqualification.
 - TIME disqualifications — ask the judge:
 1. Was a stopwatch used to time?
 2. Did the student request time signals?
 - Have the judge explain disqualification reasoning on the individual ballot.
 - Have the judge speak to the director.
- Release the judge.

INDIVIDUAL EVENT SECTIONING

SECTION MATRIX FOR GROUPING INDIVIDUAL EVENTS

Use this matrix to determine Individual Event pairings.

# of Entries	# of Sections	Groupings	
25	5	5 of 5	
26	5	4 of 5	1 of 6
27	5	3 of 5	2 of 6
28	5	2 of 5	3 of 6
29	5	1 of 5	4 of 6
30	5	5 of 6	
31	6	5 of 5	1 of 6
32	6	4 of 5	2 of 6
33	6	3 of 5	3 of 6
34	6	2 of 5	4 of 6
35	6	1 of 5	5 of 6
36	6	6 of 6	
37	6	5 of 6	1 of 7
38	6	4 of 6	2 of 7
39	6	3 of 6	3 of 7
40	6	2 of 6	4 of 7
41	6	1 of 6	5 of 7
42	6	6 of 7	

DEBATE JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or accomplish the timing yourself.

BALLOTS: Turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

A DECISION SHOULD BE BASED ON:

SKILL OF ANALYSIS: This includes the use of sufficient evidence and proper reference to the source.

VALIDITY OF ARGUMENT: This includes reasoning and conclusions drawn from the evidence presented.

ADEQUACY OF REBUTTAL: This includes both the defense of the case presented and the attack on the opponents case.

CLARITY OF ORGANIZATION: This includes clear outlining of constructive arguments and easily followed handling of refutation.

EFFECTIVENESS OF DELIVERY: This includes all matters pertaining to oral presentation with special emphasis upon extemporaneous abilities.

Any debater, including a novice, may receive the maximum number of speaker points.

A DECISION IS NOT BASED ON:

The merits of the questions: The judge should not be influenced by prejudices in favor of, or against, the proposition.

Partiality: The judge should not be influenced by the reputation of, or partiality for, or against either of the competing teams, their school, or coach.

Preconceived notions or arguments: The judge should not allow his/her idea of what the best affirmative or negative arguments or case may be to influence his/her decision.

A team should not be penalized for what the judge thinks is a weak point unless the opposing team had addressed that issue.

Personal preferences on debating style: A judge should not penalize a team if the style, either in case construction or delivery, differs from that which he/she personally prefers.

There are many different types of organization for a affirmative case, but no matter which one is used in a particular round (i.e. traditional needs, comparative advantage, counter plan) the debate should be judged on the other particulars as outlined in these instructions for debate judges.

A TEAM SHOULD BE PENALIZED FOR:

An unfair interpretation: If the interpretation is disputed by the negative, it shall rest with the judge whether or not the affirmative is supporting a tenable position.

Discourtesy toward opponents: Discourtesy should be penalized according to the seriousness of the offense. The extent of the penalty can vary, from the loss of that point, to the loss of the debate.

Misconstruing an opponent's argument: A speaker who misconstrues an argument unintentionally should not be penalized more than the time wasted. If intentional, the team shall in addition forfeit the argument.

Introducing new arguments into rebuttal: The judge shall disregard new arguments introduced in rebuttal or final focus. This does not include the introduction of new evidence in support of points already advanced, or answering of arguments introduced by opponents.

Speaking overtime: When a speaker's time is up, the judge shall disregard anything said beyond the closing statement. When time is up, the speaker may only finish the sentence he/she started. In Cross-examination, the person being questioned has the option of answering a question asked at the end of the time limit, or of finishing an answer they were in the middle of.

All documents in the debate may be exchanged during the round and returned when asked for or by the end of the debate.

Falsification of evidence: There are several types of falsification of evidence:

1. Deliberately making up a whole quote.
2. Providing the wrong year, or the wrong source, or

glorifying the source.

3. Leaving words out of the original, or taking the evidence out of context.

Note: Misconstruing evidence is not falsification.

Judges have the right to inspect evidence cards. If falsification has been charged in a debate round, and if so instructed by the judge, the challenged team has one-half hour after the debate round ends to produce the original source. If the support is not offered within the half-hour, the challenged team will be disqualified from the tournament. The judge should take action only if falsification has been raised as an issue by the opposing team. If the charge has been wrongly made, the team making the charges will face the same penalty as if they did the falsification themselves. Falsification of evidence charges should be made immediately when that debate is over and not during the debate.

If debaters in CX, LD, or PF meet for a second time in the same tournament, they **MUST** reverse sides.

The use of any electronic device (other than a timer) by a competitor in a debate round is prohibited.

POINT OF ORDER

A point of order should only be used at the end of a round if a breach of debate etiquette has occurred during the final affirmative rebuttal. It can be brought up in any earlier speech. There shall be no debate over the point of order. The judge should listen to the point of order, acknowledge it, but not use it as a voting issue.

SPEAKING ORDER

LINCOLN/DOUGLAS DEBATE LIMITS:

1st Affirmative Constructive	6 minutes
Cross-Examination	3 minutes
1st Negative Constructive	7 minutes
Cross-Examination	3 minutes
1st Affirmative Rebuttal	4 minutes
Negative Rebuttal	6 minutes
2nd Affirmative Rebuttal	3 minutes

POLICY DEBATE LIMITS:

1st Affirmative Constructive	8 minutes
Cross-Examination	3 minutes
1st Negative Constructive	8 minutes
Cross-Examination	3 minutes
2nd Affirmative Constructive	8 minutes
Cross-Examination	3 minutes
2nd Negative Constructive	8 minutes
Cross-Examination	3 minutes
1st Negative Rebuttal	5 minutes
1st Affirmative Rebuttal	5 minutes
2nd Negative Rebuttal	5 minutes
2nd Affirmative Rebuttal	5 minutes

PUBLIC FORUM DEBATE LIMITS:

1st Speaker	4 minutes
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2nd Speaker	4 minutes
Crossfire	3 minutes
3rd Speaker	4 minutes
4th Speaker	4 minutes
Crossfire	3 minutes
Summary	2 minutes
Summary	2 minutes
Grand Crossfire	3 minutes
Final Focus	2 minutes
Final Focus	2 minutes

PREPARATION TIME

Each team is allowed to request five (5) minutes of preparation time throughout the debate. Prep time can be broken into increments but the teams total cannot exceed five (5) minutes. Prep time will never be allowed before a Cross-Examination. If the team does not request prep time, the next speaker must speak as soon as possible following the preceding speech. In Public Forum Debate, prep time shall not exceed two (2) minute per team.

Lincoln Douglas debate: Focuses on the values behind our choices. Thus, it examines the core values inherent in the resolution (and/or our society) and the ability of the debaters to demonstrate that their core value is more compelling, or their opponent's core value might result in an untenable ethical position. The format encourages competitors to look at and challenge the assumptions behind our decisions, and arguments are rooted heavily in philosophy.

Policy Debate: Rather than focusing on the values behind our actions, this event (usually) assumes that our government uses a utilitarian approach to decision-making. (The government seeks to maximize the greatest good for the greatest number of people.) As such, policy debate is defined by competing policy alternatives. On the one hand, the affirmative proposes a plan to solve the problem(s) posed by the resolution. On the other, the negative supports either the existing government's policy (the status quo) or a superior counterplan. This format relies heavily on analysis, refutation, adaptation, and organization. By convention, the first two speeches in the debate usually rely heavily on quoted materials to lay a foundation for their positions.

Public Forum: Debaters receive a new topic every month. As such, their knowledge of the subject is expected to be more general than in the other two formats. The debate focuses on each team's advocacy of a position based on issues inherent in the resolution and is won or lost on the strengths or weaknesses of one or more positions presented by either team. Given the "generalist" nature of the event, the debaters usually rely heavily on their ability to frame the ideas and arguments in a way that leads the audience to support their position. Public forum debate is intended to facilitate a civil exchange of ideas: while a respectful degree of argumentation during cross-fires is permitted, teams are expected to provide opponents with ample opportunity to ask and answer all relevant questions.

INTERPRETATION

JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or accomplish the timing yourself.

BALLOTS: Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

DRAMATIC INTERPRETATION 10 MINUTES MAXIMUM

Selections used in the contest shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in performance. No physical object or costumes may be used. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 3 foot-by-3 foot box during the entire interpretation.

HUMOROUS INTERPRETATION 10 MINUTES MAXIMUM

Selections used in the contest shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in performance. No physical objects or costumes may be used. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 3 foot-by-3 foot box during the entire interpretation.

DUO INTERPRETATION 10 MINUTES MAXIMUM

Two person performance. Selections used in the contest shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. Adaptations may be for the purpose of continuity only. A cutting must be from a single source. During the presentation the contestant must name the author and book or magazine from which the cutting was made.

The presentation is memorized and no book or manuscript may be read in performance. No physical objects or costumes may be used. This is a contest in interpretation. Performers will use off stage focus. Actors will utilize stationary blocking to enhance the interpretation. They may take a single step in any direction as long as they stay within an imaginary 6 foot-by-6 foot box during the entire interpretation.

The art of interpretation is to be regarded as recreating the characters in the story presented and making them seem living and real to the audience. Presentation shall be without the use of physical objects or costume.

In Duo Interpretation each of the two performers may play one or more characters so long as performance responsibility in the cutting remains as balanced as possible. If the selection is prose or poetry and contains narration, either or both of the performers may present the narration. During the presentation, the team must name the authors and the published source from which cutting was made. Adaptation may be for the purpose of continuity only. The selections should be judged for their appropriateness as contest material and their suitability to the particular contestants using them. The use of good literature should be noted favorably and selections devoid of literary merit graded lowest.

The contestants should be graded on poise, quality, and use of voice, inflections, emphasis, pronunciation,

enunciation and especially the ability to interpret characters correctly and consistently. Narrative should be vivid and animated so as to be interesting and an integral part of the story rather than just filler between portions of dialogue.

The final test of good interpretation is the ability to use all these factors so successfully and unobtrusively that the hearer forgets that this is a contest and in a created atmosphere is carried away to the time and place of the story being unfolded.

PURPOSE

To require the student to explore carefully prose, poetic and dramatic literature. To teach the student to intensively analyze literature so as to discover its meanings, both intellectual and emotional.

DESCRIPTION

Oral interpretation involves the presentation of literature with optional original remarks so as to orient the audience to the meaning of literature, show its significance, or link various selections together to develop a theme.

Maximum time limit is 10 minutes. No minimum time limit has been set. A selection used in a previous school year by a student cannot be used during the current season by the same student.

FUNCTIONS OF THE INTERPRETER

The interpreter shall present an intelligent interpretation of literature. The presenter should deliver the material in a manner appropriate to the situation in a standing position. The presenter should attempt to suggest movement, characterizations without blocking. Upper body movement and facial expressions may be used. The interpreter is expected to present greater insight into the literature than the audience might gain from a casual reading of the manuscript.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each speaker has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the speaker so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last speaker has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. Participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

EXPOSITORY SPEAKING

JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If you do not have a timer, please assign someone or do timing yourself. Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

EXPOSITORY SPEAKING 6-8 MINUTES

This category requires an original, factual speech fulfilling the general end of informing the audience. Visual aides and audio clips not to exceed 30 seconds of the total speech may or may not be used to supplement or reinforce the message. The speech must be the original work of the student and must not have been used in competition prior to the current year. The speaker may not use the current debate topic. A manuscript must be submitted to the tournament director before competition. ALL QUOTED MATERIAL MUST BE CITED. NO NOTE CARDS ARE ALLOWED.

PURPOSE

To develop the ability to effectively, thoroughly inform an audience, and to provide experience in composing speeches so as to understand the relationship between the careful statement of an idea and the idea itself.

FUNCTIONS OF THE SPEAKER

The speaker should develop a speech to inform an audience of a particular subject so that the audience will understand it better. The speech must not consist of a string of general statements, but must show a pattern of amplification by specifics. The speaker should compose the speech with close attention to both diction, choice of words, and syntax, but he/she should never apply elevated language externally; it should grow out of skillful use of supporting materials.

DESCRIPTION

An expository speech is a carefully prepared address on a specific subject which gives particular attention to appropriate uses of emotive language and materials. The manuscript that serves as a base for the speech should be available to the director of this event. The copy constitutes a file record, but it should be recognized as not being a transcript of the speech; rather it is evidence that the contestant has adhered to a certain discipline in the preparation of the speech. In no case should a judge see the manuscript until after he/she has heard the speech. Delivery may be from memory or extemporaneous. The only requirements for the presentation are that the contestants speak in a way appropriate to a more than casual occasion, adapting their presentations to immediate circumstances when adaptation is called for. Reading from a manuscript is not allowed.

LIMITATIONS TO THE TOPIC

The specific subject is left to the students choice, so long as the intent is to inform an audience. A speech that has been

used in a previous school year cannot be used during the current forensics season.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each speaker has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the speaker so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last speaker has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. Participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

EVALUATIVE FACTORS

1. Was the subject suitable for the speaker?
2. Does the analysis reveal that the speaker was painstaking in his/her preparation and original in his/her thinking?
3. Was the speaker's pattern of amplifying materials cogent and calculated to make statements appropriate to the audience and subject?
4. Was the speaker's delivery adapted to the nature of materials, yet sufficiently animated and direct to enhance the descriptive process?

ORIGINAL ORATION JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If you do not have a timer, please assign someone or do timing yourself. Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

ORIGINAL ORATION

8-10 MINUTES

The content of the speech must be original and the thesis should advocate change from the status quo. The current debate subject may not be used. No audio-visual aids are allowed. A manuscript must be given to the tournament director before competition. A different oration is required at each state competition. No notes are allowed. Not more than 150 words of the oration may be direct quotation from any other writing and such quotations shall be identified in a typewritten copy of the oration supplied at registration. Extensive paraphrasing from other sources is prohibited. ALL QUOTED MATERIAL MUST BE CITED. NO NOTE CARDS ARE ALLOWED.

PURPOSE

To provide an opportunity to explore thoroughly crucial themes, such as serious problems, significant ideas, ethical or moral principles, philosophic concepts and legal doctrines of his/her own choosing. To develop the student's intellectual and rational faculties. To explore beyond a superficial investigation of data and to discover the significant facts, motives, and prejudices upon which such premises and critical understanding depend. To provide experience in the composition of speeches so as to understand the relationship between the careful statement of an idea and the idea itself.

DESCRIPTION AND PROCEDURE

An original oration is a carefully prepared address on a significant theme giving particular attention to appropriate uses of emotive language and materials. The goal of the persuasive message may be to inspire, stimulate, and/or advocate change. The manuscript that serves as a base for the speech should be available to the event director. This copy constitutes a file record, but is recognized as not being a transcript of the speech; rather it is evidence that the contestant has adhered to a certain discipline in the preparation of the speech. In no case should a judge see the manuscript until after he/she has heard the speech, and only then if a problem arises. Delivery may be from memory or extemporaneous. The only presentation requirements are that the contestants speak in a way appropriate to a more than casual occasion, adapting to immediate circumstance when adaptation is called for. Reading from a manuscript is not allowed. No notes are allowed.

LIMITATIONS TO THE TOPIC

The specific subject is left to the students choice, so long as the intent is to change or modify the beliefs, behavior, attitudes, or values of the audience. A speech that has been

used in a previous school year cannot be used during the current forensics session.

FUNCTIONS OF THE SPEAKER

The speaker should develop a single generalization, or two or three closely related generalizations about a theme of enduring significance, or at the very least, about a serious theme, and should make his/her generalizations emerge clearly. The speech must not consist of a string of general statements, but must show a pattern of amplification by specifics. The speaker should compose the speech with close attention to both diction, choice of words, and syntax, but he/she should never apply elevated language externally; it should grow out of skillful use of supporting materials.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each speaker has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the speaker so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last speaker has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

EXTEMPORANEOUS SPEAKING JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or accomplish the timing yourself.

BALLOTS: Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

EXTEMPORANEOUS SPEAKING 5-7 MINUTES

Current (within last three (3) months) national and international topics shall be selected. The contestant will draw three (3) topics, select one, and have thirty (30) minutes preparation time in a monitored area. Only contestants will be permitted in the area and contestants may not go elsewhere to prepare, nor talk to each other during the preparation time.

No magazines may be carried to the lectern. No previously prepared manuscripts may be used. No notes are allowed.

PURPOSE

To teach the student to quickly make an inventory from a reservoir of existing information and select generalizations and materials appropriate to a specific topic. To develop the ability to apply rhetorical principles under pressure of time, giving particular attention to simplicity of construction and clarity of style.

FUNCTIONS OF THE SPEAKER

1. Speakers should present clearly organized, well supported talks centered on the specific topic selected. The discussion should give evidence of an understanding of the general subject area and its relationship to the specific topic.
2. The extemporaneous talk is a prepared, organized speech. Although the actual language is chosen at the moment of delivery, the speaker is expected to present worthwhile ideas supported by evidence.
3. Students should deliver the speech in a manner appropriate to the subject, the size of the room and the nature of the audience.

PROCEDURE

1. Prior to the tournament, the director will assemble a considerable number of topics on current events. At the tournament, the student draws three (3) topics,

and selects one to speak on. Drawings are staggered so that each speaker has thirty (30) minutes of preparation time. Topics may also be those selected by the National Forensics League and sent to the ASAA by the National Federation.

2. Students may select materials from such sources as memory, reference materials assembled by the student, or from the local library. Original and thorough preparation requires that the point of view and thought structure be that of the speaker and not that of someone else, unless specific indebtedness is acknowledged by mention of the source cited. Students will be in a monitored preparation area, and will not be allowed to confer with anyone else during their preparation time.
3. In the presence of one or more judges, and anyone else, including other contestants who wish to listen, the speaker talks for no less than five (5) minutes and no more than seven (7) minutes on the topic selected. No magazines may be carried to the lectern. No previously prepared manuscript may be used. No notes are allowed.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE FACTORS

The talk is to be judged on its own merits alone. The opinions of the judge considering the topic should not be considered.

1. **CONTENT:** Was the speech appropriate to the general subject area? Did the speaker choose ideas and amplifying materials that would make the signifi-

cance of the specific topic apparent? Did the student provide evidence of and/or opinion to support or clarify his/her statements?

- 2. ORGANIZATION:** Did the student limit the ideas covered so that they could be developed adequately in the time available? Was the speaker's point of view clearly stated as a thesis? Were the general statements linked together logically to support the thesis? Were the supporting materials relevant to the general statements that support the thesis?
- 3. STYLE:** Did the pattern of generalizations and support materials emerge clearly? Was the language in which materials were developed vivid enough to secure our attention, understanding, or acceptance?
- 4. DELIVERY:** Did the speaker's appearance and use of voice and gesture contribute to the development of his/her ideas?
- 5. TOTAL EFFECT:** Were the factors listed above inter-related so as to produce a speech that was generally effective?

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each speaker has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the speaker so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last speaker has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. Participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

EXTEMPORANEOUS COMMENTARY

JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If you do not have a timer, please assign someone or do timing yourself.

BALLOTS: Turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

EXTEMP COMMENTARY 2-5 MINUTES

The contestant will draw three (3) topics, select one, and have twenty (20) minutes preparation time in a monitored area. Only contestants are permitted in the area and contestants may not go elsewhere to prepare, nor talk to each other during the preparation time. No magazines or previously prepared manuscripts may be used. No notes are allowed.

PURPOSE

To teach the student to quickly make an inventory from a reservoir of existing information and select generalizations and materials appropriate to a specific topic. To develop the ability to apply rhetorical principles under pressure of time, giving particular attention to simplicity of construction and clarity of style.

PROCEDURE

- 1. TOPICS:** ASAA shall obtain a list of topics phrased for contest use and based on subjects discussed in standard periodicals during the school year. The contents of the list shall not be disclosed except as contestants draw topics therefrom.
- 2. DRAWING:** Twenty (20) minutes before the contest is to begin, the first speaker shall draw three (3) topics, choose one, and return the other two. The other contestants shall draw in like manner, in the order of speaking, at intervals of five (5) minutes. The same list of subjects shall be used for the drawing by each section. A contestant drawing a topic on which s/he has spoken previously in the tournament shall return it and draw again.
- 3. PREPARATION:** As soon as a topic is chosen, the contestant shall withdraw and prepare a speech without consultation and without references to prepared notes. Students may consult published books, magazines, newspapers and journals or articles therefrom, provided:
 - A. They are originals or xerox copies of originals.
 - B. That original article or copy is intact and uncut.
 - C. There is no written material on that original copy.
 - D. Topical index without annotation may be present.

No other material is allowed in the Commentary prep room other than stated above. Speeches, handbooks, briefs and outlines shall be barred from the prep room. Underlining or highlighting will be allowed if done in only one color on each article or copy. No electrical retrieval device may be used.

- 4. NOTES:** No notes are allowed during presentation.
- 5. TIME:** Contestants shall speak not more than five minutes. Minimum of two minutes.
- 6. PRESENTATION:** The speaker must be seated behind a desk when delivering the commentary.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

- Carefully read criteria listed in these instructions.
- After each speaker has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the speaker so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
- After the last speaker has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
- Double check your decisions to make sure you have recorded exactly what you intend.
- Judges are NOT to confer or talk among themselves until all ballots are turned in.
- Participants are to be disqualified for not meeting the rule requirements.
- If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

ACTING JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or accomplish the timing yourself.

BALLOTS: Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

SOLO ACTING 8 MINUTES MAXIMUM

It must be a cutting from a play or screen play. Blocking is necessary. A minimum of props is allowed, but no costumes or makeup may be used. One table and one chair must be provided for the actor.

The maximum time limit for solo acting is eight (8) minutes. This limit must be consistently enforced. There is no minimum time limit. Final rounds will not be timed.

DUET ACTING 10 MINUTES MAXIMUM

Two (2) people only. It must be a cutting from a play or screen play. Blocking is necessary. A minimum of props is allowed, but no costumes or makeup may be used. One table and two chairs must be provided for the actors.

The maximum time limit for duet acting is 10 minutes. This limit must be consistently enforced. There is no minimum time limit. Final rounds will not be timed.

Each performer in an acting event must maintain portrayal of only one character, who may suggest other characters within the narrative.

JUDGE'S COMMENTS

Written comments that reflect specific reasons for the points earned are very important to actors. Please take the time to include as detailed an explanation as possible.

SPECIAL JUDGING INSTRUCTIONS FOR ACTING

The emphasis should be on the following:

- Did the actor(s) understand and convey the meaning of the scene?
- Did the actor(s) develop a believable character(s)?
- Did the actor(s) demonstrate basic skills — vocal control and range, correct articulation, control of body?
- Was the scene effectively blocked?

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions. Please do not judge the introduction, if any is given.
2. After each actor(s) has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the actor(s) so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last actor has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

PANTOMIME

JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or accomplish the timing yourself.

BALLOTS: Please turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

PANTOMIME 8 MINUTES MAXIMUM

Prepared presentation may include recorded instrumental music but no other sound effects or vocalization. Must not be an impersonation. Makeup and costuming are allowed, but not required. One chair per performer is the only prop allowed.

RANGE OF POSSIBLE PERFORMANCE

Pantomime is an inclusive category. It may range from performances of the vaudeville type commonly associated with Red Skelton or Carol Burnett to the pure Mime of Marcel Marceau.

Each performance should be considered on its own merit, not weighed against another style. No one style is considered to be superior to another. The ratings should only be applied to the specific performers.

EVALUATIVE FACTORS

1. ORIGINALITY OF SUBJECT: Was it a refreshing change or a mere imitation? Was the story clearly communicated? Did you understand it? Was it vague?
2. TECHNIQUE: Were the movements clean and clear? Was the blocking and timing well spaced and appropriate? Was there a definite establishment of a situation?
3. CHARACTERIZATION: Were the character(s) well defined? Did they blend with the scene? Did the performer(s) properly communicate with the audience? With each other? Did the performer(s) express their character(s) with appropriate facial and body movements?

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but

need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each actor has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the actor so it may be returned to his/her coach later. Return this critique sheet to the tabulation room.
3. After the last actor has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. Participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

JUDGE'S COMMENTS

Written comments that reflect specific reasons for the points earned are very important to actors. Please take the time to include as detailed an explanation as possible.

READERS' THEATRE

JUDGING INSTRUCTIONS

PLEASE DO NOT ASK COMPETITORS WHAT SCHOOL THEY REPRESENT

Judges may not give oral critiques.

TIMING: Rounds must start on time. If a timer is not present, please assign someone or do timing yourself.

BALLOTS: Turn ballots in within 15 minutes of the end of the round and stay until ballots have been checked.

READER'S THEATRE 12 MINUTES MAXIMUM

A group presentation in which an open script must be used (either in hand or on a lectern). No makeup or costumes are allowed. Only tournament attire is allowed. Props and sound effect devices are not allowed. Sound effects which may be produced by the competitors' voices, bodies, scripts or stands are allowed. Different styles exist for Reader's Theatre. **Do not penalize competitors for their choice of presentation styles.**

DESCRIPTION AND PROCEDURES

Reader's Theatre is a group oral interpretation event. Selections used in the contest shall be cuttings from published, printed novels, short stories, plays, screen plays or poetry. Recorded material that is not printed and published is not an acceptable source. A readers' theater script may be a compilation of cuttings from multiple sources.

In Reader's Theatre presentations, there may be one or more foci of attention (circles of concentration) including but not limited to, direct eye contact with the audience. The focus should be determined by the treatment given the literature in the presentation.

The audience should be able to perceive the presentation as interpretation from the printed page, rather than recitation or memorization.

JUDGE'S COMMENTS

Written comments that reflect specific reasons for the points earned are very important to actors. Please take time to include as detailed an explanation as possible.

EVALUATIVE FACTORS

1. **QUALITY OF MATERIAL:** Is the material fresh and interesting? Does it leave the audience with a sense of having participated in a complete experience?
2. **VOCAL ACTION, DELIVERY AND STYLE:** Did the material allow suitable vocal variety, and was it provided? Were flow, pacing and tempo effective? Was the characterization distinct and believable? How well did the group interrelate? Was there consistent focus on stage, off stage, with audience contact?

3. **THEME:** If a thematic piece was used, was there unity of purpose in the program? Was an organizational pattern evident?
4. **SCRIPTS:** Are scripts used and consulted?
5. **OVERALL EFFECT OF THE PROGRAM:** Was the program in good taste? Did the program retain interest throughout the entire presentation?
6. **LIGHTING:** All groups have been informed that only general lighting is available.
7. **MOVEMENT:** Readers may move no further than 3 feet from their original position. Readers may not touch each other.

TIMING

The host shall provide stop watches for all timed events. All events have a 30 second "grace period." If the judges in the round agree that the student has gone beyond the "grace period," the student may not be ranked 1st, but need not be ranked last based on time. The ranking is up to each individual judge's discretion. Failure to meet minimum time requirements will result in disqualification, per page 3.

EVALUATIVE PROCEDURES

1. Carefully read criteria listed in these instructions.
2. After each group has finished, offer your critique on one of the sheets provided, being sure to complete each blank. Note the name and code of the group so it may be returned to their coach later. Return this critique sheet to the tabulation room.
3. After the last group has finished, keeping the criteria for this event in mind, record your ratings and rankings in the space provided.
4. Double check your decisions to make sure you have recorded exactly what you intend.
5. Judges are NOT to confer or talk among themselves until all ballots are turned in.
6. Participants are to be disqualified for not meeting the rule requirements.
7. If you feel a competitor's performance was seriously disrupted, you may let him or her begin again.

TIMING INSTRUCTIONS

Thank you for timing a tournament event. It is very important that you keep accurate time. Use the cards in descending order. Switch to the next lower card as each minute elapses. Please note that there is a one-half minute card as you approach the end of the time limit. Please put the stop card up immediately when time is up. Accuracy is essential because contestants will be disqualified if they do not meet the time limits.

INDIVIDUAL EVENTS

TIME LIMITS:

- Duet Acting Max: 10 minutes
- Solo Acting Max: 8 minutes
- Pantomime Max: 8 minutes
- Reader's Theatre Max: 12 minutes
- Humorous Interpretation Max: 10 minutes
- Dramatic Interpretation Max: 10 minutes
- Duo Interpretation Max: 10 minutes

DRAMA NOTE:

In all drama areas of competition, the introduction will be optional, and **must be included** in the time limit if used.

For the following categories, use the time cards beginning at the number for the high limit:

- Original Oration: 8-10 minutes
- Expository Speaking: 6-8 minutes
- Extemporaneous Speaking: 5-7 minutes
- Extemporaneous Commentary: 2-5 minutes

AFTER THE PRESENTATION:

Please tell the judge the exact minutes and seconds of each after the presentation is over.

DEBATE EVENTS

LINCOLN/DOUGLAS DEBATE LIMITS:

- 1st Affirmative Constructive 6 minutes
- Cross-Examination 3 minutes
- 1st Negative Constructive 7 minutes
- Cross-Examination 3 minutes
- 1st Affirmative Rebuttal 4 minutes
- Negative Rebuttal 6 minutes
- 2nd Affirmative Rebuttal 3 minutes

POLICY DEBATE LIMITS:

- 1st Affirmative Constructive 8 minutes

- Cross-Examination 3 minutes
- 1st Negative Constructive 8 minutes
- Cross-Examination 3 minutes
- 2nd Affirmative Constructive 8 minutes
- Cross-Examination 3 minutes
- 2nd Negative Constructive 8 minutes
- Cross-Examination 3 minutes
- 1st Negative Rebuttal 5 minutes
- 1st Affirmative Rebuttal 5 minutes
- 2nd Negative Rebuttal 5 minutes
- 2nd Affirmative Rebuttal 5 minutes

PUBLIC FORUM DEBATE LIMITS:

- 1st Speaker 4 minutes
- 2nd Speaker 4 minutes
- Crossfire 3 minutes
- 3rd Speaker 4 minutes
- 4th Speaker 4 minutes
- Crossfire 3 minutes
- Summary 2 minutes
- Summary 2 minutes
- Grand Crossfire 3 minutes
- Final Focus 2 minutes
- Final Focus 2 minutes

Use a verbal stop only at the end of Cross Examination. Otherwise, just hold the stop card so the judge and competitors can see the time is up.

Each team is allowed five (5) minutes preparation time that may be taken in any amounts during the debate. Otherwise the team must speak as soon as possible following the preceding speech. The preparation time can be taken in increments, but must not exceed five (5) minutes total. In Public Forum Debate, prep time shall not exceed two (2) minutes per team.

INSTRUCTIONS FOR TOPIC SELECTION AND MONITORING OF EXTEMPORANEOUS SPEAKING

Thank you for monitoring the Extemporaneous Speaking event and preparation room. It is very important that the rules for this event are followed carefully because competitors can gain significant advantages if even minor deviations occur.

EXTEMPORANEOUS SPEAKING — FOREIGN AND DOMESTIC 5-7 MINUTES MAXIMUM

EXTEMPORANEOUS COMMENTARY 2-5 MINUTES MAXIMUM

PROCEDURE:

1. Prior to the tournament, the director will assemble a considerable number of topics on current events (see below.) At the tournament, the student draws three (3) topics and selects one to speak on. Drawings are staggered so that each speaker has thirty (30) minutes of preparation time in Domestic or Foreign Extemporaneous and twenty (20) minutes of preparation in Commentary. Topics may also be those sent to ASAA by the National Forensics League.

Topics will be divided into Domestic, Foreign and Commentary categories and set up separately as :

- Round 1 Choose 10 topic questions
- Round 2 Choose 10 different questions
- Round 3 Choose 10 different questions
- Finals Choose 15 different questions

*Be sure questions **are not** duplicated in different rounds.*

For each round, prepare enough photo copies of the questions for the number of sections. Cut them apart and put each set in an envelope labeled with that round and section. Sections should have identical questions within each round. Provide these to whomever is overseeing the Extemp Draw so that competitors can draw from the envelope of the round and section s/he is assigned to.

2. The monitor should have materials available for participants to use during their preparation time. Students may bring their own materials and should bring their own pencils or pens.

3. The monitor should have a master list of contestants with their speaking and drawing times, room numbers, and a runner available to use to send judges changes in speaking order or expected speaking times. Even though all tournament directors try to build schedules with no conflicts, Murphy's Law frequently takes over, and being able to cope with all possibilities will allow for the least frustration experienced for all concerned. The key is to schedule drawing times at least seven (7) minutes apart, and to check to make sure the room is not getting impossibly backed up with contestants waiting to speak. Every contestant must get the correct amount of preparation time.
4. Students must stay in the preparation area following their draw. They may not speak to one another nor leave the room during the preparation period.
5. The Director should create topics that are current. As guidelines, topics appearing in U.S. News and World Report, Newsweek, and The Christian Science Monitor are typical of Foreign or Domestic Extemporaneous. Topic lists may be drawn from those supplied by the National Forensic League. Those based on human interest style events and trends, which may include current fads, catch phrases, cultural trends and popular individuals, stories which might appear in People Magazine are more typical of Commentary.
6. Competitors are expected to editorialize on their topics in a formal manner for Foreign and Domestic Extemp. In Commentary, the presentation is less formal and not dissimilar to Andy Rooney of the Sixty Minutes television magazine show.

INDIVIDUAL EVENT CARD

Below is a copy-ready master of the Individual Event Card.

Size: 6-1/2 inches wide by 5 inches tall

STUDENT CODE: _____						STUDENT SEED: _____		
	SECTION	SPEAKER		RANKING				
Round 1								
Round 2								
Round 3								
TOTAL								
Finals								
TOTAL			PLACE:					

DEBATE PAIRING CARD

Below is a copy-ready master of the Individual Event Card.

Size: 6-1/2 inches wide by 5 inches tall

CODE: _____ SCHOOL: _____ TEAM MEMBERS: 1) _____ 2) _____												
	1	2	3	TOTAL	4	TOTAL	5	TOTAL	6	TOTAL	Q	TOTAL
AFF-NEG												
OPPONENT												
JUDGE(S)												
WIN-LOSS												
RANKS TOTAL												
SPEAKER POINTS TOTAL												



DDF TOURNAMENT FINAL AWARDS FORM FOR INDIVIDUAL EVENTS

Name of Event

4
th

CONTESTANT'S NAME

CODE

SCHOOL

3
rd

CONTESTANT'S NAME

CODE

SCHOOL

2
nd

CONTESTANT'S NAME

CODE

SCHOOL

1
st

CONTESTANT'S NAME

CODE

SCHOOL



DDF TOURNAMENT FINAL AWARDS FORM FOR DUO & DUET EVENTS

Name of Event

4
th

CONTESTANT'S NAME

CODE

SCHOOL

3
rd

CONTESTANT'S NAME

CODE

SCHOOL

2
nd

CONTESTANT'S NAME

CODE

SCHOOL

1
st

CONTESTANT'S NAME

CODE

SCHOOL



DDF TOURNAMENT FINAL AWARDS FORM FOR READER'S THEATRE

4
th

CONTESTANT'S NAME	CODE	SCHOOL

3
rd

CONTESTANT'S NAME	CODE	SCHOOL

2
nd

CONTESTANT'S NAME	CODE	SCHOOL

1
st

CONTESTANT'S NAME	CODE	SCHOOL



DDF TOURNAMENT FINAL AWARDS FOR DEBATE

CHECK TYPE:

POLICY

LINCOLN-DOUGLAS

PUBLIC FORUM

4th

CONTESTANT(S) NAME	CODE	SCHOOL

3rd

CONTESTANT(S) NAME	CODE	SCHOOL

2nd

CONTESTANT(S) NAME	CODE	SCHOOL

1st

CONTESTANT(S) NAME	CODE	SCHOOL



DDF TOURNAMENT PROTEST FORM

Name

Date of Protest

School

Time of Protest

 AM or PM

Please fully describe the event or action being protested

Please fully describe the event or action being protested

FOR TOURNAMENT DIRECTOR'S USE ONLY

Decision

- Requested Resolution APPROVED
 Requested Resolution DISAPPROVED

Time and Date of Decision

 : AM or PM, / / 200

Comments